

Administrative Office of the United States Courts

Thurgood Marshall Federal Judiciary Building, One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-2600 Tel: (202) 502-3800 (Employee Locator)

Tel: (202) 502-1271 (Job Opportunity Recording)

Tel: (202) 502-3800 (Personnel Office)

Tel: (202) 502-4369 (Post Judgement Interest Rate Recording)

Tel: (202) 502-1441 (Statistical Information)

Tel: (202) 502-2225 (Accounting Operations/Billing Inquiries)

Fax: (202) 502-1155

Internet: www.uscourts.gov

Created by an Act of Congress in 1939, the Administrative Office of the United States Courts provides management and program support and administrative services to the federal courts. It implements the policies of the Judicial Conference of the United States and provides staff support and legal counsel to the Judicial Conference's committees. The services provided by the Administrative Office include program, legal and administrative assistance to Article III, bankruptcy and magistrate judges and court employees. It also handles coordination between and among the judicial branch, the legislative branch, the executive branch and state courts. The Administrative Office is responsible for collecting and reporting judiciary statistics and supports program activity in the areas of court administration, defender services, and probation and pretrial services. Appointment of the Administrative Office Director is made by the Chief Justice of the United States, in consultation with the Judicial Conference of the United States.

Office of the Director

One Columbus Circle, NE, Washington, DC 20544

Director **James C. Duff** (202) 502-3000
Education: Kentucky 1975 BA;
Georgetown 1981 JD

Deputy Director **Jill C. Sayenga** (202) 502-3015
Thurgood Marshall Federal Judiciary Building,
Suite 7100
Education: Fordham 1976 BA; Georgetown 1979 JD

Office of Audit

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1000

Chief **Jeffrey J. Larioni** (202) 502-1000

Office of Management, Planning and Assessment

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1300

Deputy Associate Director **Cathy A. McCarthy** (202) 502-1300
Long-Range Planning Officer **Brian Lynch** (202) 502-1300

General Counsel

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1100

Associate Director and General Counsel

William R. Burchill, Jr. (202) 502-1100

Deputy General Counsel **Robert K. Loesche** (202) 502-1100

Office of Court Administration

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1500

Assistant Director **Noel J. Augustyn** (202) 502-1500

Deputy Assistant Director **Glen K. Palman** (202) 502-1500

Appellate Court and Circuit Administration Division

Chief **Gary A. Bowden** (202) 502-1520

Bankruptcy Court Administration Division Chief

Glen K. Palman (202) 502-1540

Office of Court Administration *continued*

Court Administration Policy Staff Chief
Abel J. Mattos (202) 502-1560
District Court Administration Division Chief
Robert Lowney (202) 502-1570
Public Access and Records Management Division
Michel M. Ishakian (202) 502-1500
Technology Division Chief **Gary L. Bockwig** (202) 502-2500

Office of Defender Services

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-3030

Assistant Director **Theodore J. Lidz** (202) 502-3030
Deputy Assistant Director **Steven G. Asin** (202) 502-3030
Information Technology Division Chief
George M. Drakulich (202) 502-3030
Legal, Policy and Training Division Chief
Richard A. Wolff (202) 502-3030
Program, Budget, Operations and Assessment
Division Chief (Acting) **Steven G. Asin** (202) 502-3030

Office of Facilities and Security

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1200

Assistant Director **Ross Eisenman** (202) 502-1200
Deputy Assistant Director **William J. Lehman** (202) 502-1200
Court Security Office Chief **Edward M. Templeman** (202) 502-1280
Judiciary Emergency Preparedness Office Chief
William J. Lehman (202) 502-1200
Security and Facilities Policy Staff Chief
Melanie Gilbert (202) 502-1200
Space and Facilities Division Chief (Acting)
Diann C. Burns (202) 502-1340

Office of Finance and Budget

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-2000

Assistant Director **George H. Schafer** (202) 502-2000
Office of Finance and Budget Deputy Assistant
Director **Michael N. Milly** (202) 502-2000
Accounting and Financial Systems Division Chief
Charles S. Glenn (202) 502-2200
Budget Division Chief **James R. Baugher** (202) 502-2100
Financial Liaison and Analysis Office Chief
Penny Jacobs Fleming (202) 502-2028

Office of Human Resources

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1170

Assistant Director **Patricia J. Fitzgibbons** (202) 502-1170
Benefits Division Chief **Cynthia A. Roth** (202) 502-1160
Business Technology Optimization Division Chief
Christopher D. Mays (202) 502-3210
Court Personnel Management Division Chief
Patricia E. Tuccio (202) 502-3180
Fair Employment Practices Office Chief
Trudi M. Morrison (202) 502-1380
Judges Compensation and Retirement Services Office
Chief **Carol S. Seffren** (202) 502-1880
Policy and Strategic Initiatives Office Chief
Harvey L. Jones (202) 502-3185

Office of Information Technology

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-2300

Assistant Director **Howard J. Grandier** (202) 502-2300
Deputy Assistant Director **Joseph Peters** (202) 502-2300
Chief, Technology Solutions Staff
Richard D. Fennell (202) 502-2300
Infrastructure Management Division Chief
Craig W. Jenkins (202) 502-2640
Policy and Resources Management Chief
Terry A. Cain (202) 502-3300
Technology Management Services Division Chief
Robert D. Morse (202) 502-2377
Information Technology Security Office Chief
(Acting) **Robert N. Sinshelmer** (202) 502-2350
Systems Deployment and Support Division Chief
Ann E. Haun (210) 502-2700

Office of Internal Services

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-4200

Assistant Director **Doreen G.B. Bydume** (202) 502-4200
Administrative Office Administrative Services Division
Chief **Iris Guerra** (202) 502-1220
Administrative Office Information and Technology
Services Division Chief **John C. Chang** (202) 502-2830
Administrative Office Personnel Division Chief
Cheri Thompson Reid (202) 502-3800
Procurement Management Division Chief
William A. Roeder (202) 502-1330

Office of Judges Programs

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1800

Assistant Director **Peter G. McCabe** (202) 502-1800
Deputy Assistant Director **R. Townsend Robinson** (202) 502-1800
Article III Judges Division Chief **Margaret A. Irving** (202) 502-1860
Bankruptcy Judges Division Chief
Francis F. Szczebak (202) 502-1900
Magistrate Judges Division Chief
Thomas C. Hnatowski (202) 502-1830
Rules Committee Support Office Chief
John K. Rabiej (202) 502-1820
Statistics Division Chief **Steven R. Schlesinger** (202) 502-1440
Education: Queens Col (NY) 1973 BA;
Hofstra 1976 JD

Office of Judicial Conference Executive Secretariat

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-2400

Assistant Director **Laura C. Minor** (202) 502-2400
Deputy Assistant Director **Jeffrey A. Hennemuth** (202) 502-1817
Deputy Assistant Director **Wendy Jennis** (202) 502-2400

Office of Legislative Affairs

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1700

Assistant Director **Cordia A. Strom** (202) 502-1700
Deputy Assistant Director **Daniel A. Cunningham** (202) 502-1700
Judicial Impact Officer **Richard A. Jaffe** (202) 502-1700

Office of Public Affairs

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-2600

Assistant Director **David A. Sellers** (202) 502-2600

Office of Probation and Pretrial Services

One Columbus Circle, NE, Washington, DC 20544

Tel: (202) 502-1600

Assistant Director **John M. Hughes** (202) 502-1600
Deputy Assistant Director **Matthew G. Rowland** (202) 502-1600
Criminal Law Policy Staff Chief **James C. Oleson** (202) 502-1600
Program Administration Division Chief
Nancy Beatty Gregoire (202) 502-1600
Special Projects Office Chief **Nancy Lee Bradshaw** (202) 502-1600
Technology Division Chief **Nicholas B. DiSabatino** (202) 502-1600